

DIRECTOR OF CENTRAL INTELLIGENCE
Security Committee

SECOM-D-112

16 May 1983

Physical Security Working Group
Minutes
Organizational Meeting
Wednesday, 11 May 1983, 1000-1200 Hours
Room 4E64, CIA Headquarters Building

Members Present

Mrs. Elizabeth Hall, Department of the Air Force
Mr. Ward Albro, Department of the Army
[redacted], Central Intelligence Agency
[redacted] Defense Intelligence Agency
Mr. Stephen F. Slaughter, Department of Energy
Mr. Richard Schmeltz, Department of the Navy
[redacted] National Security Agency
Mr. Anthony Mitchell, Office of the Secretary of Defense
Mr. Thomas Thounhurst, Department of State

Members Not Present

Mr. Neil Price, Federal Bureau of Investigation
Mr. Bernard Gatozzi, Department of Justice

Alternates Present

Mr. Edward L. Allen, Federal Bureau of Investigation
Mr. Chuck Trombetta, Department of Justice
Ms. Barbara Sheckells, Department of the Navy

Alternates Not Present

[redacted] Defense Intelligence Agency
Mr. Richard A. Feltault, Department of State
Mr. Franklin D. Standifer, Department of Justice

Also Present

[redacted] Chairman, DCI Security Committee
[redacted] SECOM Staff

Member Agencies Not Represented

Office of the Secretary of the Air Force
Department of Treasury

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[redacted] introduced himself as Chairman, SECOM, and [redacted] as the SECOM Staff Advisor to the Physical Security Working Group (PSWG). He explained that the PSWG was conceived at the October 1982 SECOM Seminar to provide oversight to NFIB/NFIC-9.1/47, conduct physical security seminars, and address other physical security issues which they may develop themselves or which may be given to them. The seminars conceived by the SECOM were not to be basic orientation courses, but, like the Adjudicators' Seminar conducted by the Personnel Security Subcommittee, opportunities for experienced physical security personnel to exchange knowledge.

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[redacted] briefed the Working Group (WG) on the organization of SECOM and its subelement structure. He pointed out how other subelements e.g., the Computer Security Subcommittee may have interests closely paralleling some of the PSWG so close contacts should be developed.

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[redacted] suggested that the Group select a temporary chairman to serve until a candidate or candidates can be nominated by the SECOM principals and approved by the WG. He encouraged each representative to discuss this with his SECOM principal with the objective of selecting a permanent chairman at the next meeting. He added that the temporary chairman should select an executive secretary, preferably from his own organization, as a matter of convenience and effectiveness.

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He emphasized the need for meetings at least once a month. He stated that [redacted] will assist in publishing and distributing agendas, making accommodations for meetings and providing any other help possible. Mr.

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[redacted] emphasized the need for the group to keep the SECOM informed of issues under consideration and the activities underway; and to provide us agendas, minutes of meetings and other paperwork generated. He also stated that the WG chairman should attend SECOM meetings occasionally to report on WG activities and when WG issues are to be discussed.

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[redacted] relinquished the floor for [redacted] to assist the WG in selecting a temporary chairman. While no person would object to serve as temporary chairman if elected, none volunteered and none nominated another present for the position. Mr. Trombetta, Justice, then accepted nomination by [redacted] and was elected unanimously to serve as the temporary chairman.

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Before relinquishing the floor to Mr. Trombetta, [redacted] noted that each member was provided for his retention a copy of the SECOM Subcommittee structure chart with the new PSWG added; a copy of NFIB/NFIC 9.1/47; and a copy of the latest draft schedule for the Physical Security Seminar. He noted that the schedule has been coordinated with SECOM principals and that concurrences have been received from NSA (with comments which are included with the draft), FBI, Navy, CIA, Army and Justice. He requested comments from others as soon as possible. [redacted] also reported that he has scheduled the first seminar [redacted] for 8-12 August 1983 so the program and speakers need to be formalized now.

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Mr. Trombetta assumed the floor and requested each person to give a brief statement on his background and experience. Although, some had modest experience in physical security, the WG in its entirety represents considerable and varied experience which will be needed.

Discussion of the seminar schedule followed and it was accepted that the schedule, as provided would be generally followed; that the level of presentation would be at the journeyman physical security generalist level; and that the representatives of the organizations noted on the schedules would seek speakers from their respective organizations. A point was made to seek accomplished briefers whenever possible. Mr. Trombetta requested the group to review the schedule, propose any substantive changes as soon as possible, and come to the next meeting with speakers identified.

STAT It was agreed that the first seminar should be attended by the members of the PSWG. The objective would be to view the course from the point of view of the students and critique and modify it where necessary. [redacted] suggested that the critique take place as soon as possible after the course is over.

STAT A point was made that the title of the Seminar, "SCI Physical Security Seminar" is inappropriate. [redacted] agreed and the title was changed to "Intelligence Community Physical Security Seminar."

STAT Mr. Trombetta announced that he would select and announce the time and place for the next meeting to be held within a month. He will coordinate the agenda and announcement with [redacted]

STAT (Following the meeting, the Department of Justice SECOM Member advised that Mr. Trombetta would not be able to serve as Chairman. Accordingly, the SECOM Staff will select a time and place and prepare an agenda for the June meeting. Agenda items and nominations for Chairman should be forwarded to SECOM by 31 May.)

[redacted]
Staff Advisor, SECOM ✓

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